



THE CITY OF WHITTIER

Gateway to Western Prince William Sound

P.O. Box 608 • Whittier, Alaska 99693 • (907) 472-2327 • Fax (907) 472-2404

PORT & HARBOR COMMISSION SPECIAL MEETING

**Tuesday, October 16, 2012
P-12 City Council Chambers
5:30 pm**

MINUTES

CALL TO ORDER

Marilynn Heddell called the meeting to order at 5:31 pm.

OPENING CEREMONY

Marilynn Heddell led the Pledge of Allegiance.

ROLL CALL

Dave Goldstein	Seat A	P
Marilynn Heddell	Seat B	P
Brad Von Wichman	Seat C	P
Jerry Protzman	Seat D	A
RC Collin	Seat E	A
Larry Bussman	Seat F	P
Charlie Eldridge	Seat G	P

MOTION: Larry Bussman made a motion to excuse Jerry Protzman and RC Collin from today's meeting.

SECOND: Charlie Eldridge seconded the motion.

VOTE: Motion passed unanimously

Dave Goldstein Y Marilyn Heddell Y Brad VonWichman Y Jerry Proztman O RC Collin O Larry Bussman Y Charlie Eldridge Y

ADMINISTRATION PRESENT

Robert Prunella- City Manager
Sue Miller- Harbormaster
Jennifer Rogers- Commission Clerk

PUBLIC CITIZENS PRESENT

Pete Heddell

APPROVAL OF AGENDA

MOTION: Dave Goldstein made a motion to approve the Special Meeting Agenda of October 16, 2012.

SECOND: Charlie Eldridge seconded the motion.

VOTE: The vote passed by unanimous decision.

Dave Goldstein Y Marilyn Heddell Y Brad VonWichman Y Jerry Proztman O RC Collin O Larry Bussman Y Charlie Eldridge Y

DISCUSSION

None

APPROVAL OF MINUTES

MOTION: Dave Goldstein made a motion to approve the Port & Harbor Special Meeting Minutes of September 17, 2012 as written.

SECOND: Larry Bussman seconded the motion.

VOTE: The vote passed by unanimous decision.

Dave Goldstein Y Marilyn Heddell Y Brad VonWichman Y Gerald Proztman O RC Collin O Larry Bussman Y Charlie Eldridge Y

ADMINISTRATIVE REPORTS

A. Harbormaster Report

An emergency hire for a Harbor Technician was effective on October 6, 2012. This position will help cover the shift vacated by the Harbor Account Representative, who is out recuperating from an auto accident. It will be decided within the next eight days when the employee will be able to return to work. The process for preparing the wait list and moorage contract renewals have begun. Winter moorage placements are also underway.

Sue stated that the EVOS building has been cleaned and organized. A broken window in the shop has been replaced with plexi glass. The east generator shed has been repaired and the outside has been painted. The door has been resized to accommodate a new fuel tank and insulation has been added to the interior of the building.

Insulation has also been added under the harbor building. All public restrooms have been cleaned and closed for the winter. The contract for the piling replacement and west gangway repair is in place. However, a start date has not yet been determined. The ocean dock ladder and catwalk has also been

repaired. The catwalk will require a larger crane than is available in Whittier and the responsible party is researching this problem. It's getting late in the year for repairs, so it is likely that this will not be accomplished until sometime next year.

The first round of Harbor and Parking Enterprise fund budget preparation for 2013 has been completed and submitted to the City Manager and finance department. Sue is also reviewing the W-float to ensure fair and equitable use by all user groups. She is planning on reviewing the Harbor Policies and Regulations document this winter.

The VHF radio system has been an issue since the building was moved and then put back in place. The radio system was checked out by Northern Communications and a quote has been received for radios, antennas, and cable. Sue drove out to the Portage Lake and picked up two antennas, one radio, a power source and a cable that has been wired to the antennas. Everything has been pre-tested and she is just now awaiting the opportunity to string the cable through the building and back to the radio for the setup. Sue has also been in contact with Sue Cogswell with PWSED (Prince William Sound Economic Development) sent Sue a website for grant resources. Sue is hoping that she will be able to receive a grant to help cover the cost of the antenna.

Charlie Eldrige asked Sue if she has been able to change the boat watch procedures for this winter. Sue thanked Charlie for the reminder and will work on this.

B. City Manager Report

Bob stated that he will meet with the Governor's Chief of Staff in Anchorage tomorrow to discuss administrative and legislative priorities, so he'll be discussing the harbor. Bob will ask the Council tonight to transfer \$100,000 for repairs.

NEW BUSINESS

Marilynn stated that Title 12 and Chapter 2 of the City Code had been included in the commission packets. There was much discussion among the members regarding topics listed in Title 12. Marilyn urged the members to review them and discuss any changes that need to be made at the next meeting.

OLD BUSINESS

A. Update on Harbor Instructions

The Tideland Permit was included in the member's packets for review. Sue stated that she and Bob had worked on drafting this permit for commercial use at Smitty's Cove and it was then submitted it to the attorney. It was returned with only with only two corrections. There was much discussion among the members regarding Smitty's Cove and its usage.

B. Condition of Lu Young Park

Tabled

CITIZENS COMMENTS

None

COMMISSION COMMENTS

Dave Goldstein thanked everyone for allowing him to be a part of the P&H Committee these past three years; this was to be his last meeting as a Ports & Harbor member.

Bob added that Senator Stevens will visit Whittier on October 26, 2012.

NEXT MEETING AGENDA ITEMS

- A. Title 12**
- B. Chapter 2**
- C. Update on Smitty's Cove**
- D. Condition of Lu Young Park**

NEXT MEETING ATTENDANCE PLANS Tuesday, November 20, 2012 @ 5:30 pm

ADJOURNMENT

MOTION: Dave Goldstein made a motion to adjourn the meeting.

SECOND: Brad VonWichman seconded the motion.

VOTE: The vote passed unanimously

Dave Goldstein Y Marilyn Heddell Y Brad VonWichman Y Gerald Prozman O RC Collin O Larry Bussman Y Charlie Eldridge Y

Meeting adjourned at 6:20 pm

Attest:

Jennifer Rogers
Commission Clerk

Marilynn Heddell
Port & Harbor Commission Chairperson